

DEPARTMENT OF HEALTH AND MENTAL HYGIENE
PRE-PROPOSAL CONFERENCE
FOR
SOLICITATION NUMBER DHMH OPASS-13-13295

DRUG USE REVIEW ANALYSIS, EVALUATIONS AND INTERVENTIONS FOR
MARYLAND MEDICAID RECIPIENTS

MONDAY, FEBRUARY 4, 2013 10:35 A.M.

Department of Health and Mental Hygiene
201 West Preston Street
Conference Room L-3
Baltimore, Maryland 21201

PRESENT FROM DHMH:

CATHY CARTER, Office of Procurement and Support
Services

JANE RUTKOWSKI, Procurement Officer

ALEX TAYLOR, Division Chief

DIXIT SHAH, Deputy Director

TIMOTHY WHITE, Chief, Office of Administrative
Services

I. DENNIS KLEIN, Pharmacist Consultant

PAUL HOLLY, Pharmacist Consultant

ALSO PRESENT:

JOHN LAFRANCHISE, Xerox

JESSICA WALKER, Health Information Designs

JOSEPH PARADIS, Health Information Designs

REPORTED BY: KATHLEEN A. COYLE, Notary Public

- - -

P R O C E E D I N G S

MS. CARTER: I'd like to say good morning to everyone. Once again, my name is Cathy Carter, and I'm from the Office of Procurement and Support Services. And I'm here to go over the process of this procurement, which is a competitive sealed proposal, which the Department of Health and Mental Hygiene, Medical Care Program, Office of Systems, Operations and Pharmacy has issued for the provision and administration of drug use related activities.

Section two in the RFP which is located on page 18 states the minimum qualifications required. It states the qualifications that you must meet in order to receive an award for this procurement. If the offeror's qualifications are not met, the proposal will be rejected and not further evaluated.

Minutes will be taken of this meeting and will be distributed to everybody in attendance and to everyone known to have received a copy of this proposal. If you decide not to submit a proposal, we ask that you fill out page ii, which is in the proposal, it's like a response feedback so the Department can plan for future procurements.

After the pre-proposal conference written questions will be accepted up until sufficient time to do so before the due date, which is February 25th, at 2:00. Also, questions and answers will be distributed to all vendors known to have received a copy. Questions and answers, as well as the minutes from this pre-proposal will be posted on eMaryland and the DHMH website. Please remember that in order to receive a contract award a vendor must be registered on eMarylandMarketplace. Registration is free. Please review subsection 1.9 for details and website addresses. Questions should be submitted no later than five days prior to the proposal due date. The procurement officer, based on the availability of time to research and

communicate an answer, shall decide whether an answer can be given before the proposal due date. So please try to get any questions that you have into us as soon as possible.

The contract resulting from this solicitation will be for three years beginning on or about August the 1st. And there is a one, two-year renewal option period for this contract.

Offerors are required to submit their responses to this proposal in two parts; Volume one, which is the technical proposal, and volume two, which is the financial proposal. Both should be received in separate sealed envelopes. Each envelope shall bear the RFP title and number, name and address of the offeror, and closing date, and time the proposal is due. Pages of both volumes shall be consecutively numbered. The general format for this proposal is clearly stated in the proposal, under section four.

A brief transmittal letter prepared on the offeror's letterhead and signed by someone who is authorized to commit the offeror to the services and requirements of this RFP is requested. Please be sure to include your FEIN number or your Social Security Number, acknowledgment of any addendum, if applicable, and please include your email addresses. I think I failed to mention, please make sure that you do sign in before you leave, if you haven't done so already, and leave a business card.

Subsection 4.4 lists all the documents and information required to be submitted with volume one. Please give special attention to additional required technical submissions. This also can hold up an award.

A 10 percent MBE goal has been established for this contract. Are there any certified MBE's here today?

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

(No response.)

MS. CARTER: Okay. Nevertheless, the 10 percent MBE goal has been established. We ask that you please be sure to complete the certified MBE utilization and fair solicitation affidavit, which is attachment D1. This attachment must be provided also in a separately sealed envelope. If an offeror fails to submit attachment D1 the procurement officer shall deem the proposal non-responsive and shall determine that the offeror is not reasonably susceptible of receiving an award. It's very important that you pay attention to that qualification for that requirement.

One unbound original and eight unbound copies are required to be received of your technical proposal. One electronic version is required in Microsoft Word, a second electronic version in searchable pdf format for public information requests. That copy should be redacted so that your confidential and proprietary information has been removed. Also, volume two, your financial proposal, shall contain all price information in the format specified in attachment "F." The number of copies also for volume two is the same as for volume one, one unbound original and eight unbound copies, and only one CD electronic version is requested in Microsoft Word.

Your proposal will be evaluated by a committee organized just for that purpose. And the criteria set forth for that is in section five, under evaluation criteria and selection procedure. The technical criteria is listed in descending order of importance. The financial criteria is listed on page 48.

Under selection procedure, which is on page 49 in your RFP, the contract will be awarded to the responsible offeror

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

that is determined to be the most advantageous to the State considering technical evaluation factors and price factors as set forth in the request for proposal. Unsuccessful offerors may ask for a debriefing.

Also very important is the fact that your proposal is due February the 25th, at 2:00. Please check the key information summary sheet which lists the address and the person's attention that it should be delivered to or mailed to. Please note that no proposals will be accepted after that appointed date and time.

There are three acceptable means of delivery. One is the U. S. Postal Service, one is that you can bring it in yourself, but please ask for a receipt, or you may use a commercial carrier. Please make sure that you get a receipt for that also.

Now the Office of Systems Operations and Pharmacy will introduce themselves and give you a brief overview of the project. And answer any questions you may have.

MR. TAYLOR: Good morning.

MS. CARTER: I guess we can start with Jane.

MS. RUTKOWSKI: I'm the procurement coordinator. I would be the one that you would contact.

MR. TAYLOR: I'm Alex Taylor, Division Chief of Clinical Services and the contract monitor for the contract.

MR. SHAH: My name is Dixit Shah. I'm Deputy Director for Medicaid Pharmacy Program.

MR. WHITE: Tim White. I'm Chief of the Office of Administrative Services.

MR. LAFRANCHISE: Just the State people?

MR. TAYLOR: Just the State.

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

MR. HOLLY: Paul Holly, consultant pharmacist.

MR. KLEIN: Dennis Klein, consultant pharmacist for the Medicaid program.

MS. CARTER: When you have a question to ask, please state your name for the record and speak as clearly and loudly as possible.

MR. TAYLOR: Okay. Good morning. I thank everyone for coming. Again, Alex Taylor, Division Chief of Clinical Services and the contract monitor.

I'm going to go on the assumption that everybody has gone to eMarylandMarketplace and has a copy of the contract. I'm going to read from the scope of work 3.1.2, just the first two paragraphs. If you're bidding on this, I assume you know that this -- the reason why we're here. Under the budget reconciliation act that congress passed that created the whole DUR and mandate the DUR at the federal level.

The purpose, under 3.1.2, The Office of Systems, Operations and Pharmacy, OSOP, Maryland Medicaid Pharmacy Program, MMPP, a unit of the Department of Health and Mental Hygiene, State of Maryland, hereinafter called the department or issuing office is soliciting proposals from qualified offerors to provide and administer DUR related activities as described in this RFP.

The purpose of this solicitation is to contract with a single vendor who can complete quarterly retrospective drug use review analyses; operate the Medicaid Recipient Corrective Managed Care Program; perform educational drug use review related interventions; oversee and evaluate the HealthChoice and the PAC MCO Drug Use Management Program; provide administrative coordination to the Maryland DUR Board; and provide web based formulary, DUR related information, and reporting tools. The contractor shall provide clinical expertise and data analysis

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

support necessary to comply with the requirements of this RFP. And I'll just refer everyone to the scope of work in the RFP itself. And you'll be able to submit any questions later on to us, which we will answer, as Cathy stated. We have to give those to Jane and Cathy will post those on-line for everybody to see whether you're here today to bid or not.

Are there any questions from the floor from any of the vendors that are present?

MR. PARADIS: This is Joe Paradis from Health Information Designs. I just submitted four questions.

MS. CARTER: Are those the only ones that you need answered at this point?

MR. PARADIS: Yeah.

MR. TAYLOR: We discussed these internally. And as I stated before, all of these questions will be posted on-line. But I will read them. And the first one I'm going to not include, if that's okay, but it will be posted. But the last -- the second, third and fourth questions are relatively easy to answer.

The second question that was submitted by HID, Health Information Designs, "In reference to future MCO joining the HealthChoice Program. Is there an estimate as to how many other MCOs may join HealthChoice over the next three years?" The true answer is, we really don't know. We have seven now, and we have one, Riverside, scheduled to come on board, and two more have applied, Kaiser and Messina. Possibly there could be others. But the way we're going to answer this is to say currently including Riverside. In the next three years we expect maybe three new MCOs. But that's not written in stone.

Question number three. "Are there any specifications for the hardware required that is listed in the RFP, such as the two smart phones, four tablet computers, are either Apple, Microsoft, or Google android products acceptable or is one brand

preferred over the other?" The State does not allow us to say what we prefer. We just state what we want and the offeror will have to bid based upon that. But we're not allowed to direct you toward a particular company as long as it meets the specifications that we have.

And question number four. "With respect to the MCO policy review reports noted on page 34, are these reports to be produced annually, quarterly, or monthly or only as needed based on the proposed MCO policy changes?" And the answer is as needed because we can't predict in advance what policy changes and when they may come out.

Are there any other questions? (No response.)

MR. TAYLOR: Before we adjourn though, I will say if you have additional questions, get us your questions in a timely fashion so we can post those for all potential bidders. The current contract ends July 31st of this year. And we need timely responses so we can get this on the road.

MS. CARTER: If there are no other questions, we appreciate you coming and your interest in submitting an offer. If you do have any questions, please feel free to submit them, as I said, up until five days before the due date, or even earlier if possible, so that we can get an answer and get it posted so that all can read and benefit from questions and answers.

MR. TAYLOR: If anybody needs cards from any of the State people, we have them.

MS. CARTER: Okay. Well, thank you.

(Whereupon, at 10:50 a.m., the meeting was adjourned.)

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

Additional Question Rec'd and not Answered at Meeting:

Question

1. Regarding the Pharmacy Newsletter it is noted that copies should be provided to 1500 pharmacies throughout the state and in addition hard copies mailed to all Medicaid providers. Will hard copies be required to be mailed to all providers (physicians and pharmacies) for each quarterly newsletter?

Answer

- a) Hard copies to pharmacies only, every Quarter (four times per year).
- b) Two Preferred Drug List (PDL) Editions for all Medicaid Providers, via post cards containing the web link for the PDL. These mailings will take place as soon as the New PDL is approved by the DHMH Secretary.

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)